

NOTICE OF MEETING

Fountain Hills Strategic Planning Advisory Commission

WHEN: Thursday, May 18, 2006
TIME: 1:30 PM
WHERE: Council Chambers
Town Hall
16705 E. Avenue of the Fountains
Fountain Hills, AZ



Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Strategic Planning Advisory Commission and to the general public that the Strategic Planning Advisory Commission of Fountain Hills will hold a special session on May 18, 2006, beginning at 1:30 PM in Council Chambers on the 1st Floor of Town Hall, located at 16705 E. Avenue of the Fountains, Fountain Hills, Arizona.

A majority of Strategic Planning Advisory Commission may be present.

The agenda for the meeting is as follows:

1. Call to order
2. Roll call
3. Call to the public
4. Approve April 27, 2006 meeting minutes
5. Subcommittee Reports
6. Town Manager's update on Town projects and activities
7. Review of the revised work plan matrix
8. Review and possible adoption of Leadership Communications Policy
9. Discuss next meeting agenda
10. Schedule upcoming meetings
11. Adjourn

Dated this 16th day of May, 2006.

By _____
Shaunna Williams
Executive Assistant

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TOWN OF FOUNTAIN HILLS STRATEGIC PLANNING ADVISORY COMMISSION

Meeting Minutes

April 27, 2006

A meeting of the Strategic Planning Advisory Commission (SPAC) convened in Council Chambers at Town Hall, located at 16705 E. Avenue of the Fountains in Fountain Hills, Arizona, at 2:01 PM on Thursday, April 27, 2006.

Chairman Curt Dunham, Vice Chairman Mike Tyler, and Commissioners Jerry Butler, Paul Butler, and Roger Riggert were present. Commissioners Ryan Guy and Rich Schultz were excused.

Also present for the meeting were Town Manager Tim Pickering and Recording Secretary Shaunna Williams.

1. The meeting was called to order by Chairman Curt Dunham and the roll was called.
2. No one requested to speak during the Call to the Public.
3. The following corrections were made to the minutes of the meeting held on March 21, 2006:
 - a. A standing agenda item will be a report from each subcommittee.
 - b. Roger Riggert will also serve on Subcommittee C.
 - c. Mr. Riggert's name was misspelled in Item 3.

Upon motion by Paul Butler, seconded by Roger Riggert, the minutes of the meeting held on March 21, 2006 were unanimously approved as corrected.

4. It was agreed that immediately following the Call to the Public on each meeting agenda, the report by each subcommittee should include performance measures. It was also agreed that following the report by each subcommittee, the Town Manager will update the SPAC on Town projects and activities relevant to that subcommittee.
5. It was determined that Vice Chairman Mike Tyler will attend the Council Meeting on Thursday, May 4, and speak on annexing the State Trust Land as a priority of the Strategic Plan.
6. The SPAC discussed potential proactive measures to ensure that the annexation is ultimately completed on June 5.
7. A discussion of the high level work plan focused on each subcommittee. Vice Chairman Mike Tyler agreed to be responsible for updating and distributing a revised matrix in

accordance with the discussions. It was agreed that the matrix should label subcommittees alphabetically and strategic initiatives numerically.

Subcommittee A. It was agreed that communication efforts should encompass three areas: (a) need and intent of each strategic initiative; (b) the opportunities citizens have to input in the process; and (c) communicating the final results.

Subcommittee B. Potential key partnerships were identified for each strategic initiative.

Subcommittee C. The Town Manager's office will arrange for Vice Chairman Mike Tyler and Commissioner Roger Riggert to meet with staff team leaders for each of the strategic initiatives to learn more about timing and key objectives.

Subcommittee D. It was determined that this subcommittee would no longer be regarded as a regular subcommittee, but that it would become an overlaying policy committee with respect to the other three subcommittees.

8. The proposed Leadership Communications Policy was discussed. It was agreed that performance measures would be added to communications with the Town Council. Chairman Curt Dunham agreed to make appropriate revisions to the policy and present it for adoption at the next SPAC meeting.
9. The next meeting agenda will include:
 - a. Review of the revised work plan matrix
 - b. Review and possible adoption of Leadership Communications Policy
 - c. Subcommittee Reports
 - d. Town Manager's update on Town projects and activities
10. The May meeting will be held on May 18, 2006 from 1:30 PM to 3:00PM. The June meeting is scheduled for June 20 from 1:30 PM to 3:00 PM. The July meeting was schedule for July 27 from 2:00 PM to 3:30 PM.
11. Commissioner Paul Butler moved to adjourn the meeting and Vice Chairman Mike Tyler seconded the motion. The motion carried unanimously and the meeting adjourned at 3:14 PM.

DATED This 27th day of April, 2006.

Shaunna Williams
Recording Secretary

A**Communications**

Paul Butler
 Roger Riggert
 Jerry Butler

B**Key Partnerships**

Rich Schulz
 Ryan Guy

C**Implementing the 6 initiatives.**

Roger Riggert
 Mike Tyler

1.Revenue shortfall

Meet with staff by June 10
 to help develop program

Chamber
 Recipients of Town funds

Shortfall and options need
 defining

2.Work with local schools

Determine appropriate
 school publications.
 Get author

Meet with Town & FHUSD
 prior to June 30 consensus

Good process in place

3.Low water landscaping

Meet with Team leader
 by May15th

HOA's, Chaparral Water, local
 nurseries, designers, Contractors

Plan framework established
 SPAC will assist with
 Contractors Assoc and HOAs

4.Enforce General Plan

Publish link to General Plan
 FAQs on website

5.Comm. Arch. Review Board

Publish guidelines & standards
 FAQs on website

Sub committee in place(Jerry
 Butler to participate)

6.Annex State Trust Land

Meet with Town Staff
 by April 30th

7. Other

Compass for July, Sept,
 Nov, Jan 2007
 In the Loop, July,Nov, Mar 07

POLICY AND MONITORING- Curt Dunham